

TOWN OF ELIZABETHTOWN
Special Called Meeting
September 22, 2014

The Elizabethtown Town Council met for a Special Called meeting on Monday, September 22, 2014 at 12:00 noon in the Council Chamber of the Elizabethtown Municipal Building. Those in attendance were Mayor Sylvia Campbell, Mayor Pro Tem Rufus Lloyd, Council Members, Herman Lewis, Dicky Glenn, Ricky Leinwand, Dr. Darrell Page and Town Attorney Goldston Womble. Department Heads present included Public Services Director Pat DeVane, Finance Director Jay Leatherman, Interim Planning & Zoning Officer Joey Taylor and Town Manager Eddie Madden. Absent: Council Member Paula Greene.

Item #1: Opening and Call to Order

Mayor Campbell recognized Mayor Pro Tem Rufus Lloyd to lead the invocation for the noon meeting. Mayor Campbell requested that the approval of the agenda be considered. A motion was made by Council Member Rufus Lloyd, and seconded by Council Member Herman Lewis to approve the agenda as presented (Unanimous).

Item #2: Wellhead Protection Plan Approval

Mayor Campbell recognized Mr. Keith Starner of NC Rural Water to present the Wellhead Protection Plan. Mr. Starner presented the Wellhead Protection Program which is a voluntary program intended to assist in protecting the system's water supply from contamination and to identify vulnerable areas around the Town's well called "Wellhead Protection Areas". Mr. Starner presented an objective in developing a protection plan to provide a process for public water system operators to learn more about their groundwater systems and how to protect them.

Mayor Campbell stated that a notice was given to the public for comments or suggestions to this Wellhead Protection Plan, but none were received.

A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Herman Lewis to approve the Wellhead Protection Plan (Unanimous). Copy attached and incorporated herein by reference.

Item #3: Asset Management Plan

Mayor Campbell recognized Mr. Jim Perry of the Lumber River Council of Government to give a presentation regarding the Asset Management Plan. Mr. Perry gave a very in-depth overview of the Asset Management Plan that involves GIS Infrastructure, mapping upgrades, etc. Mr. Perry also recognized Ms. Jean Crews-Klein to give results of the Asset Management Plan and what would be involved in this facet of the process. Interim Planning & Zoning Officer Mr. Joey Taylor worked along with Mr. Perry in the Asset Management Plan and an overview of objectives were given and discussed, they are as follows:

- 1) Survey Grade GPS location of sewer manholes with elevations
- 2) Invert size & Depth
- 3) Pipe diameter/material & Flow Direction

- 4) Pipe & Manhole Condition
- 5) Pump Station Data
- 6) Force Main Location Diameter & Meter
- 7) Dynamic Link to drawing images
- 8) Connect to Asset Management database for maintenance & valuation

Mr. Taylor stated there were other items added as well to these objectives, such as cemetery, zoning and Town City Limits.

Mr. Perry asked if there were any questions and/or comments, but none were noted.

Mayor Campbell requested that a motion be considered for this agenda item regarding the Asset Management Plan. A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Darrell Page to approve the Asset Management Plan as presented (Unanimous). Copy of overview attached and incorporated herein by reference.

Item #4: Downtown Sewer Rehabilitation Project Amendment

Mayor Campbell requested that Amendment #2 for preparing additional easement documents be considered for approval, this is regarding sewer easements that will have to be obtained from eight property owners along Cypress Street, Court Street, Scout Lane, and Pine Street. A motion was made by Council Member Darrell Page, and seconded by Council Member Dicky Glenn to approve Amendment No. 2 (Unanimous). Copy attached and incorporated herein by reference.

Item #5: Duke Energy Engineering Agreement for Phase II of Downtown Revitalization Project

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding agreement for Phase II of Downtown Revitalization Project. Mr. Madden stated that in order for Duke Energy to begin engineering work for the next phase of Utility burial, Council will need to approve the engineering agreement and authorize the pre-payment for their services in the amount of \$15,000. The project area is from Pine Street to Gillespie Street on Broad Street only. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the engineering agreement of \$15,000 for pre-payment of Duke Energy services (Unanimous).

Item #6: Contract Approval with Remac for Mastic One Crack Filling Work

Mayor Campbell recognized Public Services Director Pat DeVane to present this agenda item regarding the repairing of street cracks in Town. Mr. DeVane stated that Remac was contacted for sealing of existing transverse pavement cracks and joints with a Mastic One Pavement sealer. Mr. DeVane stated that this is a new product and recommended by Remac which will consist of milling out existing cracks to a width of 4" wide and a depth of 2" deep. The estimated cost for this work is \$29,410 with a unit price of \$1.73 per pound for an estimated 17,000 pounds. Mr. DeVane stated that Greenwood Street and East Hills would be the projected areas for this work. Mr. DeVane conveyed to Council that due to the cost being less than \$30,000, no other bids are required.

A motion was made by Council Member Herman Lewis, and seconded by Council Member Dicky Glenn to approve the contract with Remac (Unanimous). Copy attached and incorporated herein by reference.

Item #7: Approve Bid for Rollins Street Surplus Property Sale

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding property on Rollins Street. Mr. Madden stated that recently Rollins Street property was considered surplus by Town Council and advertised the sale through sealed bid method. Mr. Madden conveyed to Council that a minimum bid of \$15,000 was requested and number of dwelling units restricted to eight (8); therefore, this was advertised in the "Bladen Journal" with a bid opening date of September 8th at 4pm. Staff received one bid in the amount of \$15,000.

A motion was made by Council Member Darrell Page, and seconded by Council Member Herman Lewis to approve the bid from Hilton DeVane Enterprises in the amount of \$15,000 with restrictions applied to the property as advertised in the "Bladen Journal" (Unanimous).

Item #8: "Briefly"

Mayor Campbell recognized Town Manager Eddie Madden to present upcoming events. Mr. Madden presented the following:

- The MCAB meeting is scheduled for Tuesday, September 30th at 7pm at the Love Grove Baptist Church, Tar Heel.
- Interviews are being conducted for the Fire Chief position.

Item #9: Open Forum

Mayor Campbell opened the meeting to anyone wishing to speak; but none were noted.

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to adjourn (Unanimous).

With there being no further business to conduct, the meeting was adjourned.

Sylvia Campbell, Mayor

ATTEST:

Sarah L. Baysden, Deputy Town Clerk